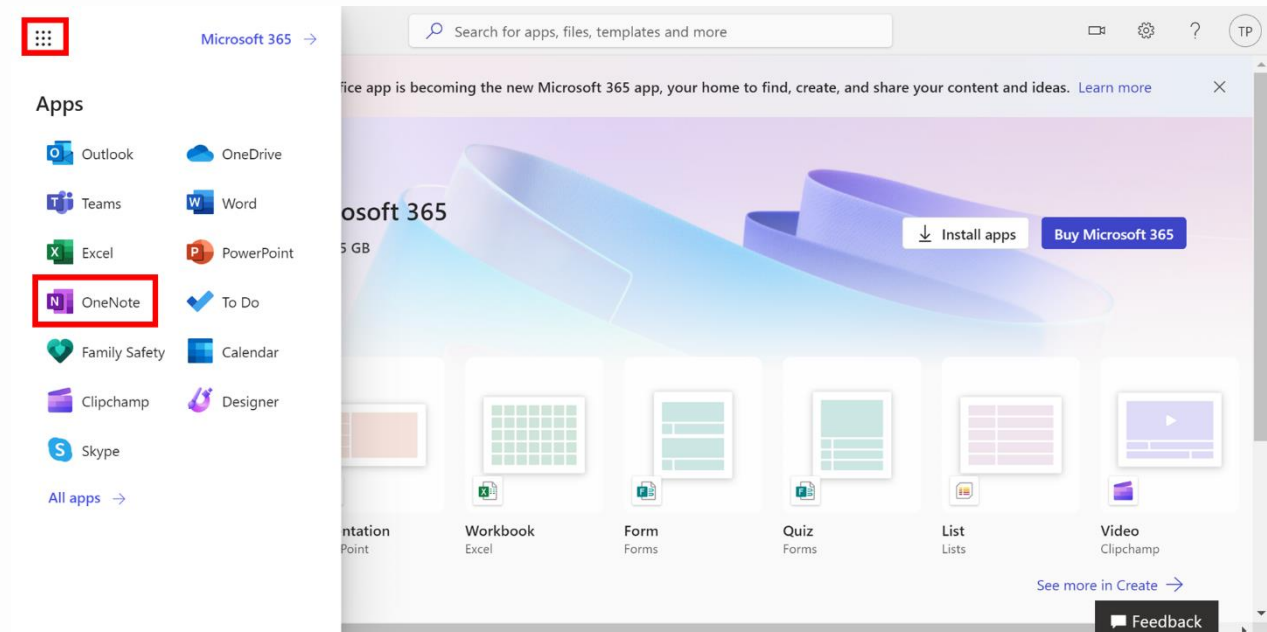


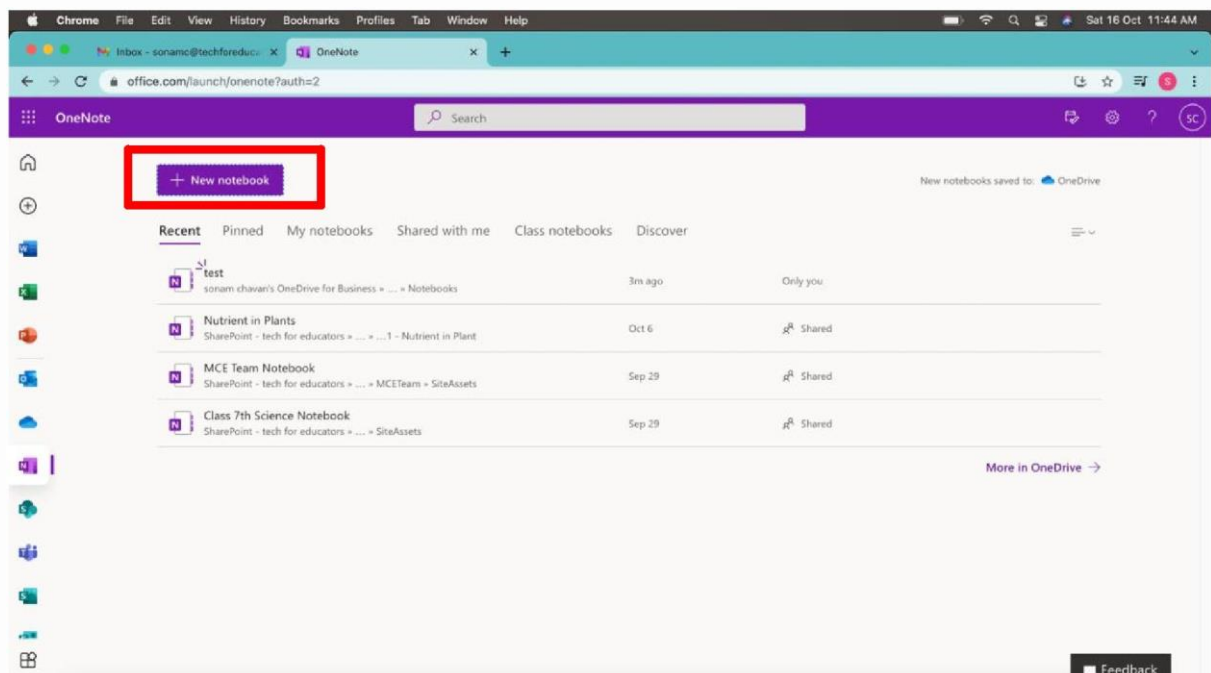


Pre-Classroom Notes - One Note

Step 1: Log in to www.office.com, and enter your username and password shared by us. Click on 9 dots and click on One Note

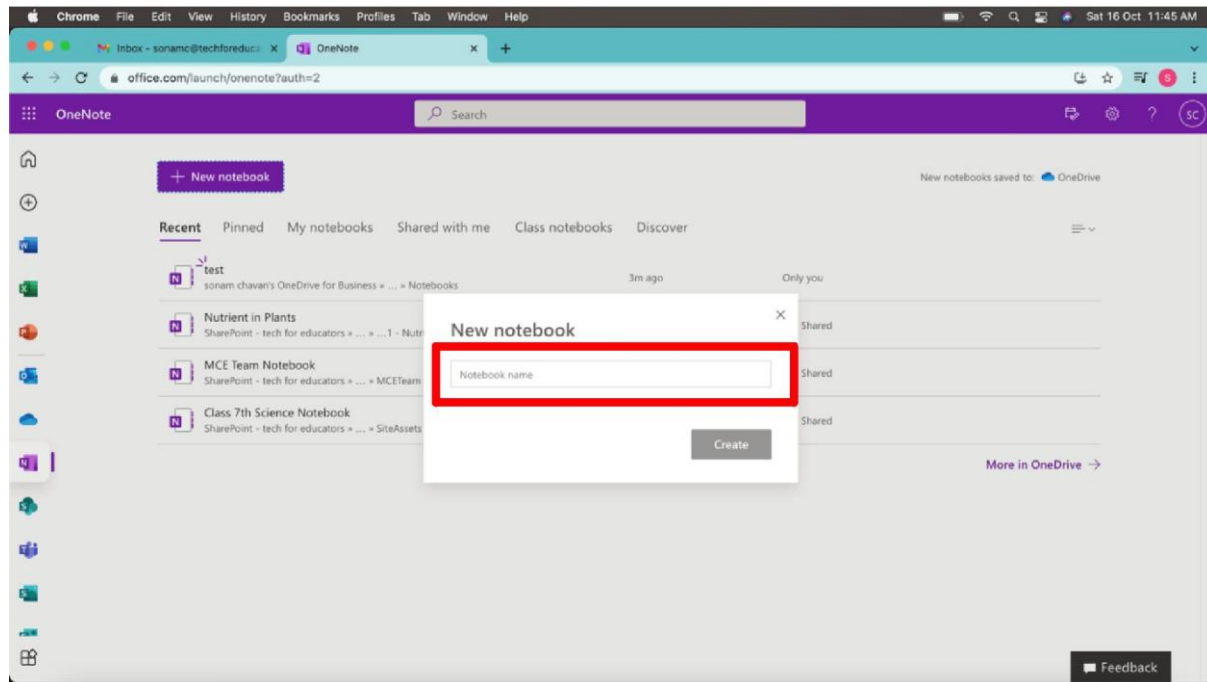


Step 2: Click on New Notebook

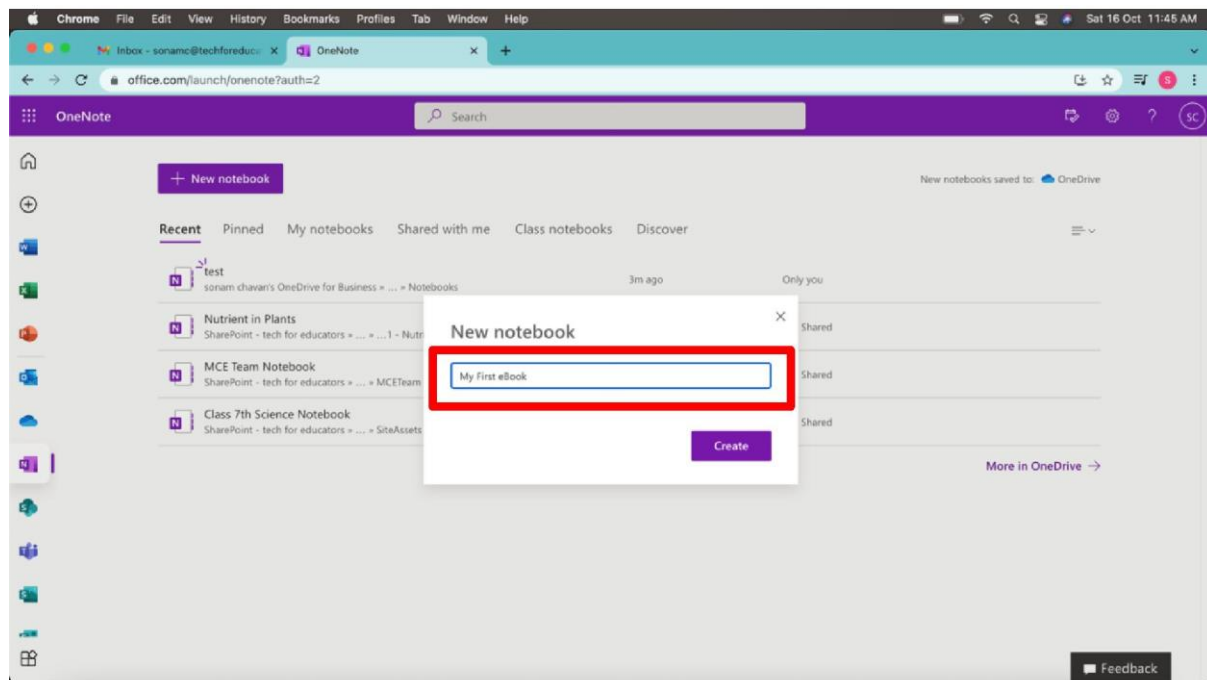




Step 3: Give a name to your New notebook

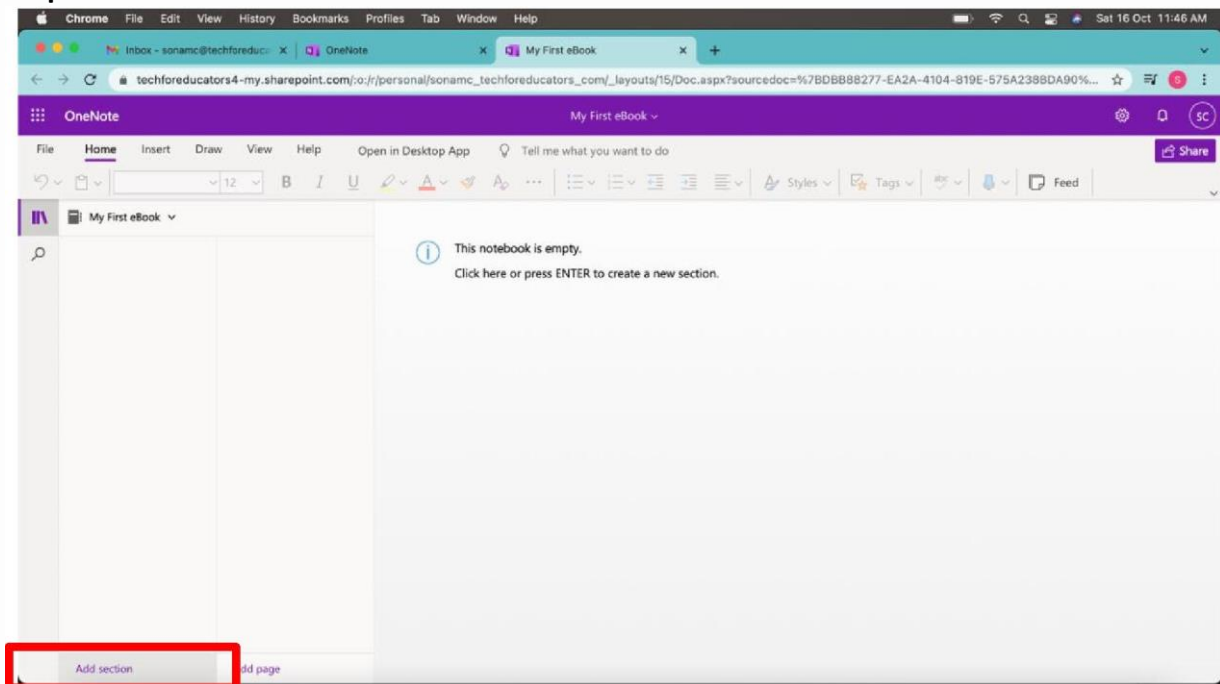


Step 4: Write “My First eBook” as your New Notebook name

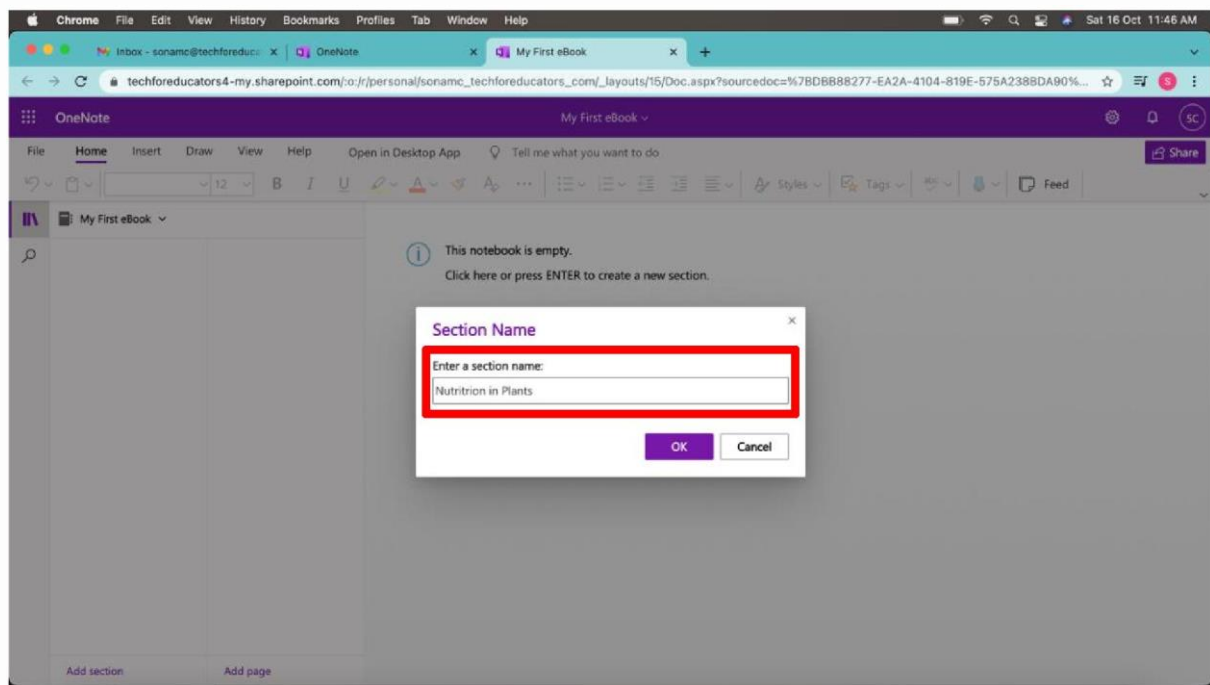




Step 5: Click on Add Section

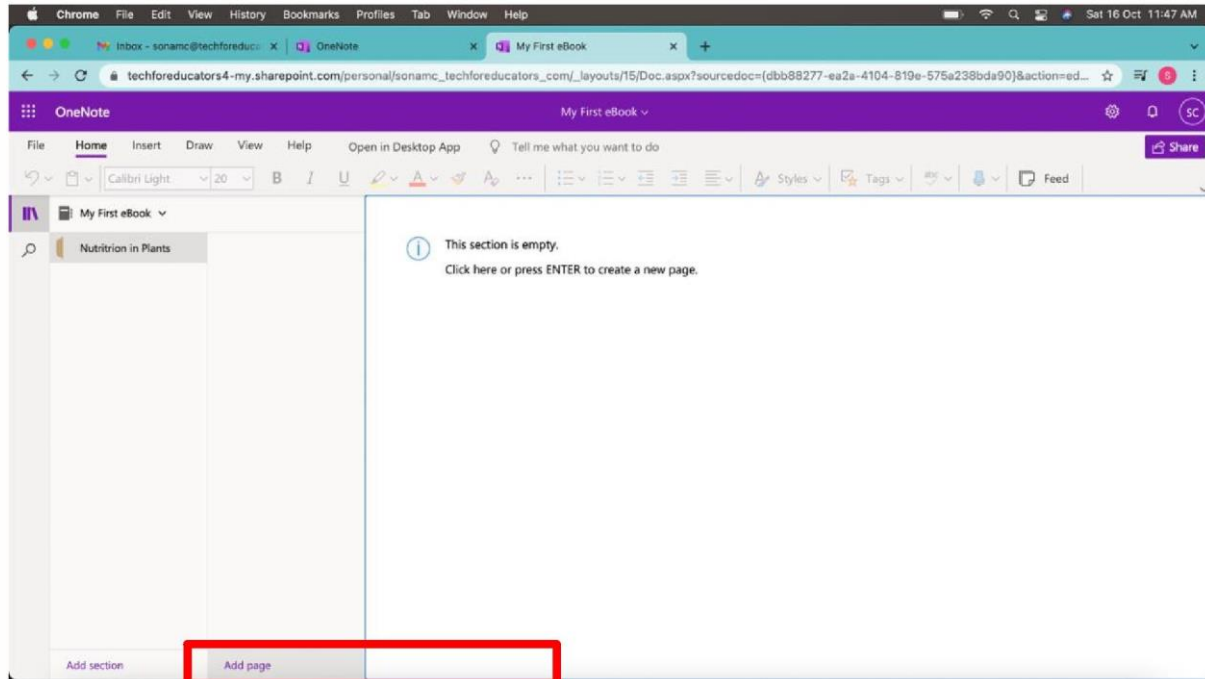


Step 6: Give a name to the Section “Nutrition in Plants”

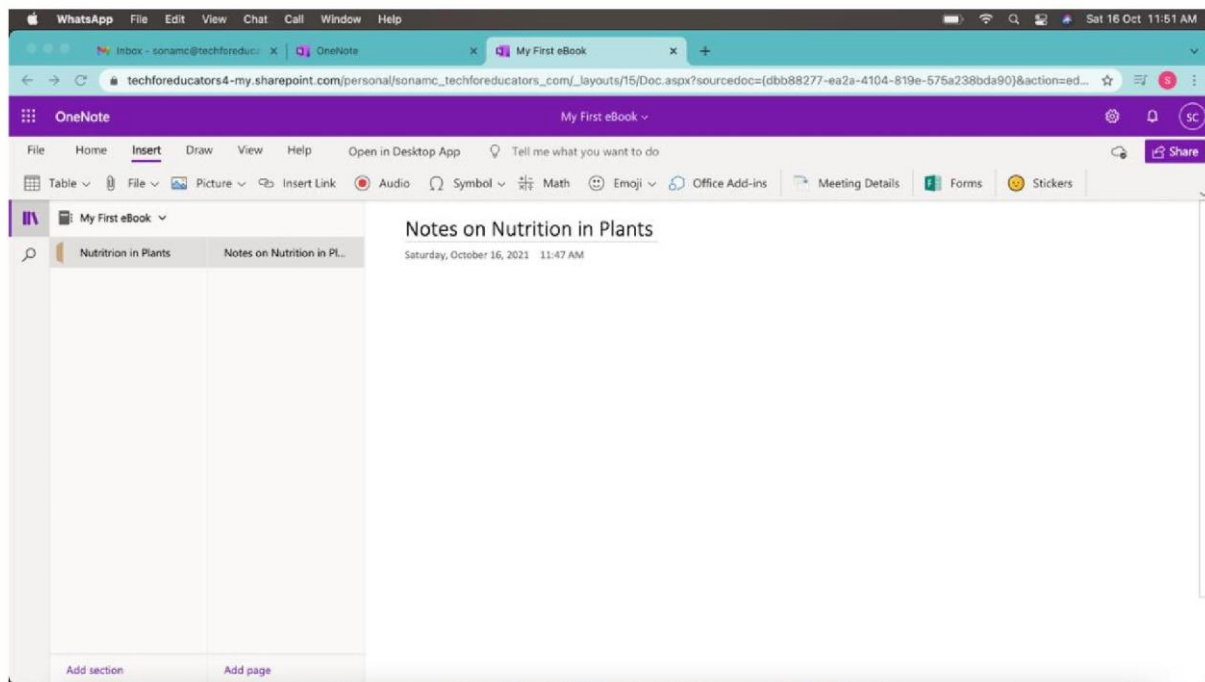




Step 7: Click on Add Page

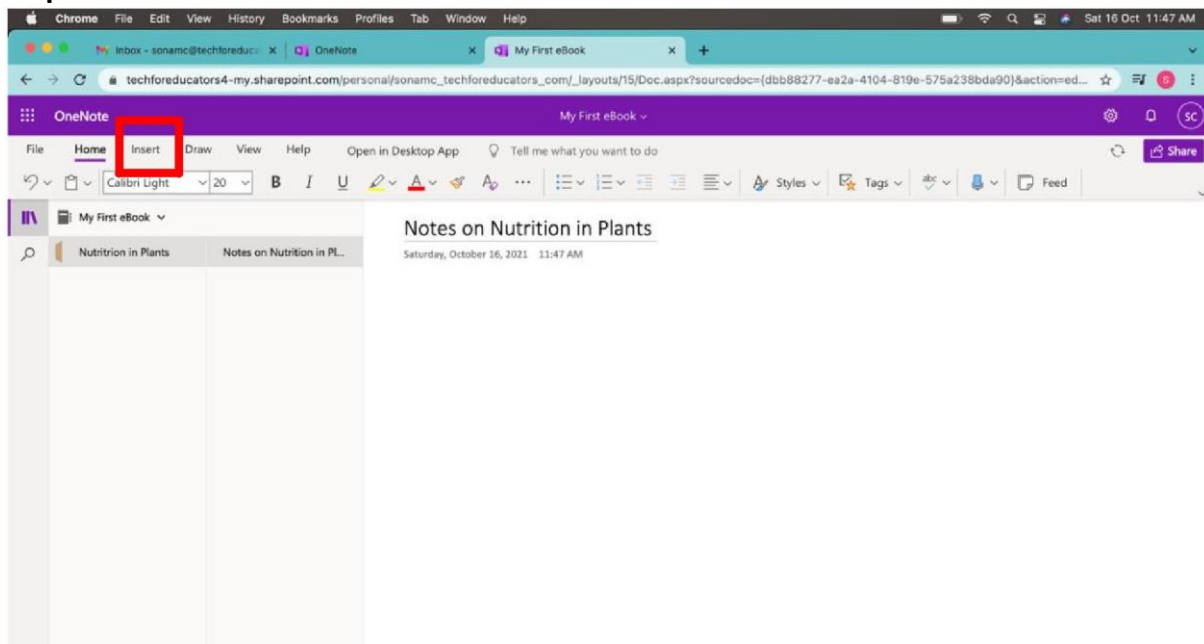


Step 8: Give a name to your page "Notes on Nutrition in Plants"

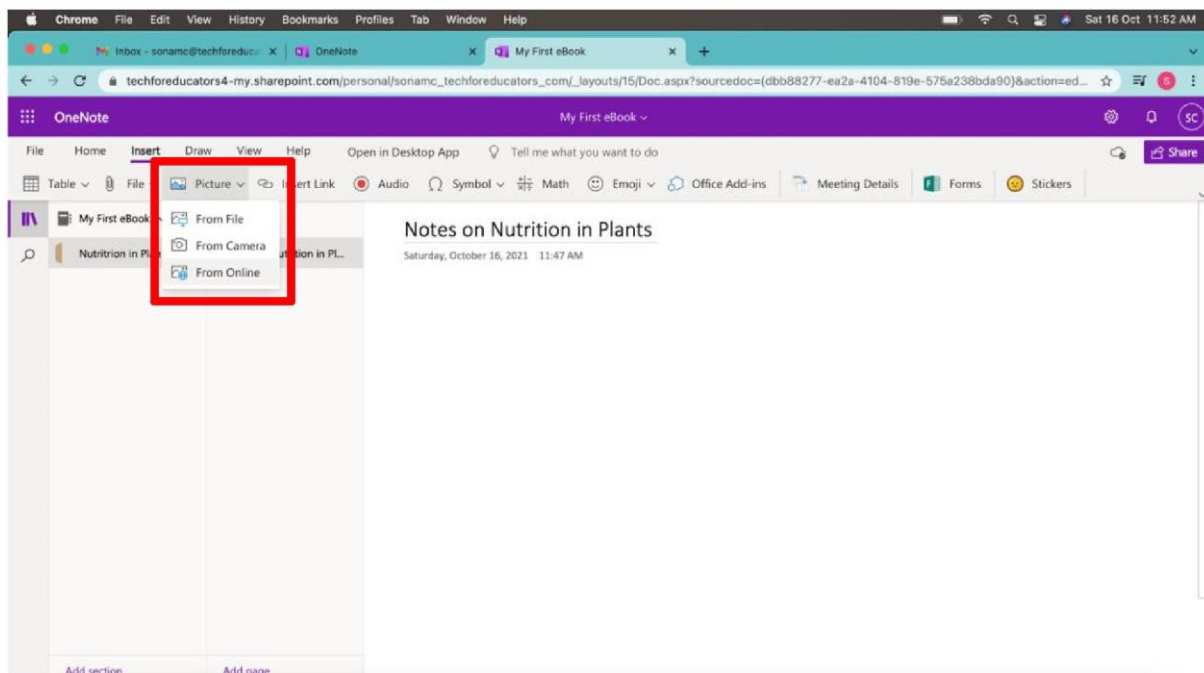




Step 9: Click on Insert Tab

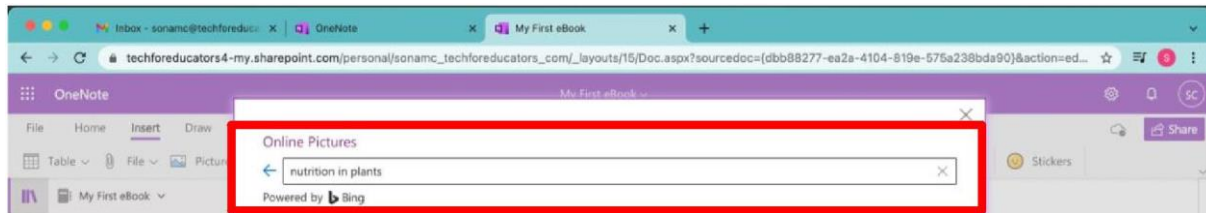


Step 10: Click on Picture - From Online

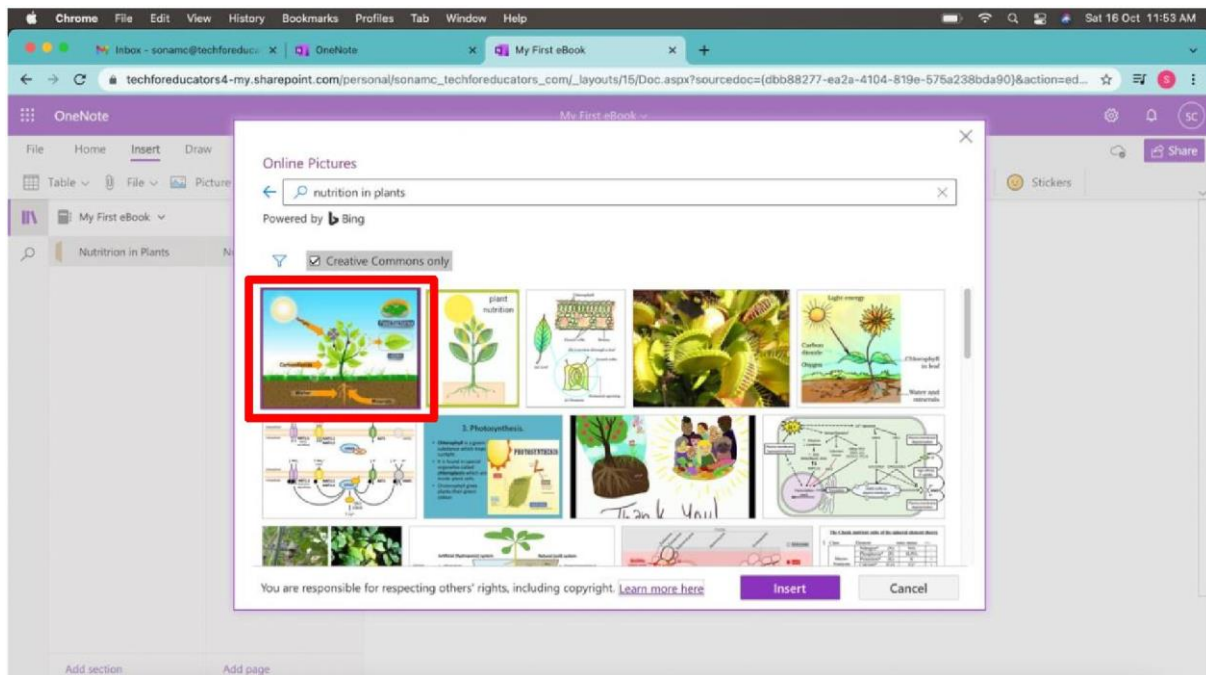




Step 11: Click on “Search” and write “Nutrition in Plants” in the search bar and then press enter

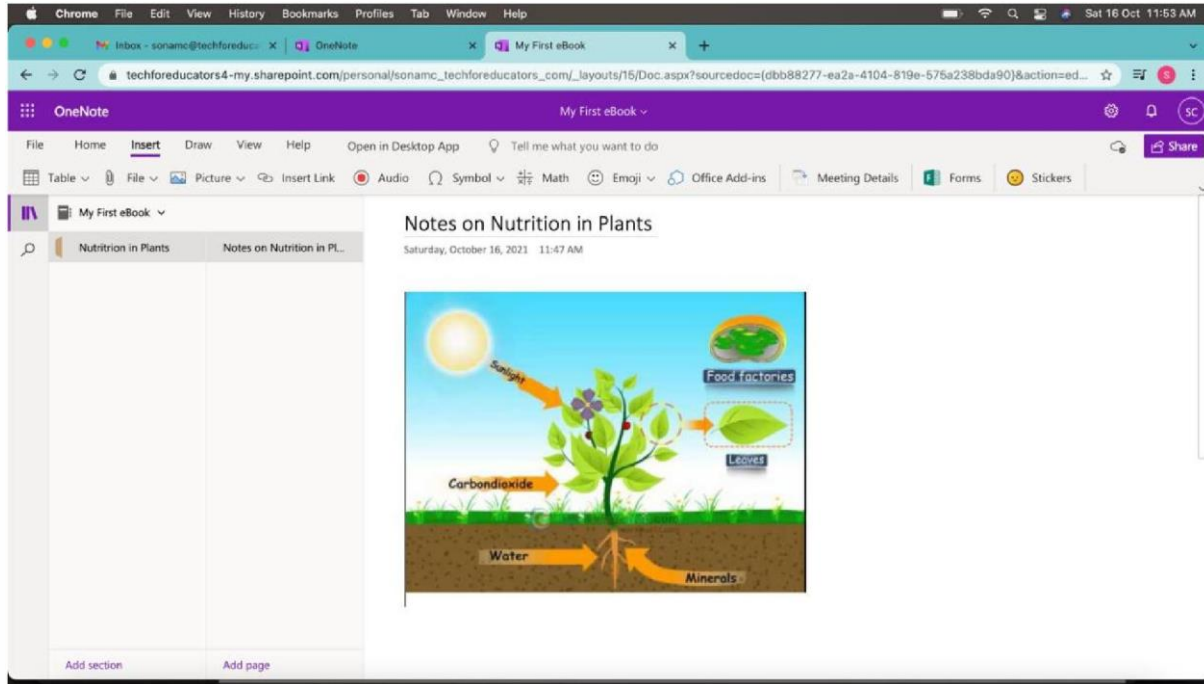


Step 12: Double click on the most appropriate image





Step 13: The image will insert on the page



Note: We will learn about more features in the class